

Showmobile Rental Procedures and Guidelines

To Reserve

1. Complete and sign the rental agreement form. *Pease note that Showmobile rental is available for use in Central Park only.*
2. Return contract no later than (30) calendar days prior to request date, to Doylestown Township Parks and Recreation Department, 425 Wells Road, Doylestown, PA 18901.
3. Security/Damage deposit shall accompany rental agreement form.
4. Rental fee is due within ten (10) working days following the event date.
5. Reservation is based on a "first come, first served" basis.

Delivery and Set Up

1. Township assigned staff only will move the Showmobile.
2. Location may be requested by the applicant however final determination will be at the discretion of the Township.
3. Township assigned staff only will set-up and take-down the Showmobile. Assistance may be required from the applicant.
4. At the time of set-up, the Showmobile shall be inspected and proper use reviewed by both Township assigned staff and applicant.
5. At the time of take-down the Showmobile will be inspected by both the Township assigned staff and applicant.

Electricity

1. Only designated electrical sources may be used for powering the Showmobile. If the placement of the Showmobile is not within the access to the designated power supply source the applicant will be responsible for the cost of the necessary generator to power the Showmobile. The township reserves the right to approve or reject any outside generator proposed by the applicant.
4. Any additional power must be from approved sources according to local electrical codes.
5. Absolutely No alteration of the unit's electrical service is permitted.
6. Unit has florescent lights for night use.

Insurance

1. Applicant must provide Certificate of Liability Insurance evidencing coverage in the minimum amount of \$1,000,000 combined single limit liability insurance policy naming *Doylestown Township as an additional insured.*
2. Certificate shall be submitted no later than (15) calendar days prior to the approved date of use.
3. The applicant assumes full responsibility for the stage from the point of delivery to the point of removal.

Banners, Signage or other Decorations

1. Banners, signage or any other type of decorations may only be attached to the front stage area or top canopy.
2. Banners, signage or other decorations shall not be affixed in any way to the side walls, interior shell or exterior of the unit.

Damage

1. Any and all damage sustained to the Showmobile, by and/or because of the user, while under this contract shall be the sole responsibility of the applicant.
2. Once damage is assessed, charges will be deducted from the damage deposit. Should damages exceed the amount of the deposit; the applicant will be invoiced separately for the difference.

Cleaning

1. Applicant is responsible for the complete removal of all large and small debris and sweeping of the Showmobile upon completion of use.
2. If determined that (as a result of rental use) Showmobile requires washing or steam cleaning the applicant will be held responsible for associated costs.

Incident Weather

1. In the event of weather that causes safety concerns with the stage (rain, winds or lightning), the stage will be shut down and further use prohibited.
2. No refunds are issued for weather situations or cancellations (with less than four hours notice).

Failure to follow any of the above rules will result in potential loss of damage deposit and user privileges.

Showmobile Fee Schedule (2008)

Rental Fee (time out to time back):	\$100 per hour
Security/Damage Deposit:	\$1,000 per rental
Township's Basic Sound System (may require additional staff)	\$100 per day
Generator (arranged through township)	\$250 per day
Additional staff (as required):	\$ 46 - \$61 per hour/ per person

The applicant may be billed for any additional man-hours as deemed necessary for the event and/or any event that goes beyond the scheduled times.